

Policy 7.01 Implementation Plan
Puyallup Tribal IV- D Program and Fife Division of Child Support
Biennium Timeframe: July 1, 2004 to June 30, 2006

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year. Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Implementation Plan				Progress Report
1. Policy Identification: Case Referrals		Priority: Immediate/Urgent/High--		
(1) Goals/Objectives NCP Cases not in Fife DCS Caseload	(2) Activities 100% of review of all cases will be made and joint determination on whether or not appropriate to bring cases into Fife for referral to Puyallup program	(3) Expected Outcome Case count and reconciliation based on DSS list extract and tribal case inventory list	(4) Lead Staff and Target Date State: Rhonda Thomas Tribal: Linda Tresaugue 6/30/06	(5) Status Update for the Fiscal Year Starting Last July 1 The Tribe had asked that DCS hold off on this item until February 2006. DCS will now run a DSS list to see how many cases are in this category.
CP Cases in Fife DCS Caseload	Send referrals on 100% of Puyallup cases	Cases will be reviewed on a case-by-case basis to make individual determination	State: Rhonda Thomas Tribal: Linda Tresaugue 6/30/2006	The Tribe had asked that DCS hold off on this item until February 2006. DCS will now run a DSS list to see how many cases are in this category.
CP Cases Not in Fife DCS Caseload	Send referrals on 100% of Puyallup cases	Cases will be reviewed on a case-by-case basis to make individual determination	State: Rhonda Thomas Tribal: Linda Tresaugue 6/30/2006	The Tribe had asked that DCS hold off on this item until February 2006. DCS will now run a DSS list to see how many cases are in this category.
Non-tribal member cases where NCP only works for Tribal enterprise	These will be reviewed for referral		State: Rhonda Thomas Tribal: Linda Tresaugue	Priority cases are being referred on a case-by-case basis. New cases are contacted and asked to sign a PTCSF Voluntary Wage Assignment prior to referral

Quality of Referrals	All referrals sent will have good workmanship, complete debt calculations, and necessary certified documents and orders	Consistent standard maintained for all referrals	State: Rhonda Thomas Tribal: Linda Tresaugue	Content of referral documents is acceptable.
2. Policy Identification: Technology Priority: Immediate/Urgent/High --				
(1) Goals/Objectives Pilot limited SEMS information access and connection	(2) Activities Tribal program has direct access to limited SEMS information	(3) Expected Outcome Access and connection accomplished. Reliability of system acceptable to tribal staff	(4) Lead Staff and Target Date State: SEMS-HQ Donna Hengeveld in Fife Field Office. Tribe: Linda Tresaugue	(4) Lead Staff and Target Date The limited SEMS pilot was found to be successful with another Tribe in Region 5. Puyallup is interested and once they acquire the necessary telephone lines, options for access at Puyallup will be explored.
3. Policy Identification: IRS Certification Priority: Immediate/Urgent/High --				
(1) Goals/Objectives A. Decertify from IRS intercept cases referred to the tribe	(2) Activities All NCP Tribal member cases will be decertified when referred to the Tribe. Cases will be periodically rev'd by Tribe and DCS for recertification when mutually agreed.	(3) Expected Outcome Are appropriate cases referred to Puyallup Tribe having IRS Certification turned off by DCS?	(4) Lead Staff and Target Date State: Rhonda Thomas Tribe: Linda Tresaugue	(4) Lead Staff and Target Date This topic is still under review. The latest meeting was held March 3, 2006 with DCS Director, DCS Policy et al.

4. Policy Identification: Training Opportunities				Priority: Immediate/Urgent/ High--	
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1	
A. Sharing Training Opportunities	Keep both Tribal and State child support staff informed of each other's policies and procedures. DCS will advise Tribe of SEO Academy Training Modules & dates for other ongoing training events.	Number of training events each others' staff are invited to participate in	State: Rhonda & Jim Tribe: Gloria & Linda	<ul style="list-style-type: none"> In October 2005, Puyallup Tribe Child Support staff attended the DCS Training Conference. Puyallup Tribe Child Support staff attended a locate training at Fife DCS and also attended a Conference Board teleconference. In January 2006, Fife DCS invited the Tribe to attend an SEO academy (or modules thereof). Jerry Ford, Family Support Section of the Pierce County Prosecuting Attorney's office notified the Tribe of training the Tribal Judges might be interested in attending. 	
B. Tribal Training for DCS staff	DCS staff associated with the Tribal Team will be given appropriate training (ie: Government to Government Training	Have all DCS staff working with Tribal cases taken tribal trainings?	State: Rhonda & Jim Tribe: Gloria & Linda	<p>Chris Frank, newly hired Tribal Liaison (back-up to Dian Speer), attended Government-to-Government Training in February 2006.</p> <p>Donna Hengeveld attended Govt.-to-Govt. Training in January 2006.</p> <p>In November 2005 DCS Tribal Team attended STRU Native American Celebration events in Lacey.</p>	
5. Policy Identification: Communication & Problem Solving				Priority: Immediate/Urgent/High --	
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1	
A. Joint line-staff meetings between DCS Tribal Unit and Tribal Staff	<p>Twice each year, line staff from both offices will be encouraged to develop their own agenda to have face-to-face meetings to discuss daily procedural and working issues between offices.</p> <p>Also, individual meetings with the DCS District Manager and Tribal Team Legal Lead will be</p>	Were two such meetings held during the year as scheduled?	State: Rhonda & Jim Tribe: Linda Tresaugue	Kim and Dian have met as planned.	

	held with Linda quarterly as well.			
B. Regular 7.01 Meetings will be held	A joint meeting between the DCS District Manager and the Legal Unit Claims Officer 4 will be held each quarter jointly with the Tribal Program Directors.	Were meetings held each quarter?	State: Donna Hengeveld Tribe: Linda Tresaugue	Meetings have been held quarterly as planned at rotating locations as agreed.
6. Policy Identification: Hiring Priority: Immediate/Urgent/High –				
(1) Goals/Objectives A. Inclusion of Tribal Staff in major DCS hiring decisions	(2) Activities DCS will invite Tribal Staff to participate in interview panels and/or consult on major hiring decisions in this office, particularly any that have direct impact on Tribal Team workload.	(3) Expected Outcome Number of times the Tribe has been consulted and/or included on hiring panels.	(4) Lead Staff and Target Date State: Donna, Rhonda and Jim Tribe: Linda Tresaugue	(5) Status Update for the Fiscal Year Starting Last July 1 No direct new hires, i.e. DCS Puyallup Tribal Liaison, have occurred since July 1, 2005.
B. Providing employment opportunity for Puyallup Tribal Members with DCS	Tribal Employment Office (via Linda Tresaugue) will be notified of employment opportunities within DCS.	Number of times job announcements are given to Linda and the Tribal Employment Office	State: Rhonda Thomas Tribe: Linda Tresaugue	SEO postings have been sent to the Puyallup Tribe and Puyallup Tribe Child Support openings have been posted within Fife DCS.
7. Policy Identification: Teambuilding Priority: Immediate/Urgent/High --				
(1) Goals/Objectives A. Building a stronger sense of teamwork between the	(2) Activities Bi-annual meetings and luncheons will be held whereby staff of the two programs can	(3) Expected Outcome Were gatherings of this type held two times each year?	(4) Lead Staff and Target Date State: Rhonda Thomas and Donna Hengeveld	(5) Status Update for the Fiscal Year Starting Last July 1 <ul style="list-style-type: none"> In 12/05, DCS staff attended a holiday open house at the Puyallup Tribe Child Support office. Group lunches typically occur after each 7.01 Meeting.

DCS Tribal SEOs and Tribal Program Staff	come together.		Tribe: Linda Tresaugue	
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